

Hot-Work Permit		
1. Location:	2. Date:	
3. Type of Work:	4. Start Time:	5. Finish Time:
6. Person (at work site) Responsible for Hot-Work:	7. Contact Information:	
Precautions Before Operations		
Checklist	Check One	
	Yes	No
8. Working outside requires prior approval. Is a Pyro-Ban in place?	<input type="checkbox"/>	<input type="checkbox"/>
9. Are there resources for calling 911 in case of an emergency?	<input type="checkbox"/>	<input type="checkbox"/>
10. Are combustibles in the area?	<input type="checkbox"/>	<input type="checkbox"/>
11. Should combustibles be covered? (if yes, note in remarks)	<input type="checkbox"/>	<input type="checkbox"/>
12. Are proper extinguishers on hand?	<input type="checkbox"/>	<input type="checkbox"/>
13. Is wet-down necessary? (if yes, note in remarks)	<input type="checkbox"/>	<input type="checkbox"/>
14. Is continuous fire watch required?	<input type="checkbox"/>	<input type="checkbox"/>
15. High hazardous areas require Fire Department standby. Is this a high hazardous area?	<input type="checkbox"/>	<input type="checkbox"/>
16. Have you read and understood the Public Works Welding & Cutting Policy?	<input type="checkbox"/>	<input type="checkbox"/>
Fire Department Approval:		
Precautions After Operations		
17. Fire Department must be notified after Hot-Work is complete. Was Fire Department notified earlier?	<input type="checkbox"/>	<input type="checkbox"/>
18. Was worksite inspected for Hot-Spots?	<input type="checkbox"/>	<input type="checkbox"/>
19. Are after work conditions safe? (If no, note in remarks)	<input type="checkbox"/>	<input type="checkbox"/>
20. Are heat producing devices secure if left at work site?	<input type="checkbox"/>	<input type="checkbox"/>
Fire Department Approval:		
21. Remarks:		
Note: PERMIT IS VALID ON DAY OF OPERATION AND AT ONE LOCATION ONLY		

Instructions:

When finished filling out the form,

1. Fax to Public Works Fire Department for approval – (785) 239-5232
2. If appropriate, the Fire Department will send the approved permit back.
3. When work is complete, fill in the “After Operations” section and fax to the Fire Department.
4. If appropriate the Fire Department will fax final approved permit back for your records.
5. If you have any questions call the Fire Dispatch at (785) 239-4257 DSN: 856-4257